

PART B – SOLICITATION EXHIBITS

| Exhibit | Description |
|----------------|---|
| 1 | Labor Rate Proposal Form |
| 2 | Cost Accounting Standards Notices and Certification |
| 3 | Organizational Conflict of Interest Disclosure |
| 4 | Past Performance Data Form |
| 5 | Proposed Lower-Tier Subcontractors |
| 6 | Agreement Exceptions |

EXHIBIT 1. LABOR RATE PROPOSAL

Award date through 09/30/2021

| Labor Category | Name of Individual | Base Rate | Labor Overhead | General & Administrative | Profit | Total Per Hour |
|----------------|--------------------|-----------|----------------|--------------------------|--------|----------------|
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| Cost Proposal Form Near Term Planning and Graphics Support Estimated start date of 04/05/2021 - 09/30/2021 | | | |
|---|----------------------------|-------------|---------------|
| Labor Category | Fully Burdened Hourly Rate | Total hours | Total Cost |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| Total: | | | \$0.00 |

INSTRUCTIONS FOR LABOR RATE PROPOSAL

- A. The Labor Rate Proposal is a Word Document that has Excel worksheets embedded in it. To use the Excel portion of the document, double-click on anywhere on the table. The Solicitation Labor Rate Proposal may be converted to a Subcontract Compensation Schedule if the Tank Operating Contractor (WRPS) makes an award.
- B. List the labor categories that will perform the subcontracted effort, along with their respective fully burdened hourly rates. Fully burdened labor rates include paid wages/salary (base rate), labor overhead (including fringe benefits), General and Administrative (G&A) expense, and profit.
- C. Provide adequate documentation for each fully burdened labor rate. For the base rate, provide wage rate verification in the form of payroll records or employment contract agreements. Indicate whether the basis for the proposed base rate is the current actual wage/salary rate of the individual, the current actual average of the proposed categories, or the current actual average of the proposed individuals within a category. For indirect rates (labor overhead and general and administrative expense) provide appropriate explanation. If the indirect rate is a Government approved rate (e.g., provisional, forward pricing, etc.) describe the nature of the agreement and provide a copy of the agreement. If the proposed indirect rate is not a Government approved rate, provide the method of computation and application of the indirect expense, including cost breakdown and showing trends and budgetary data to provide a basis for evaluation of the reasonableness of the proposed rates.
- D. If an escalation factor is used between the base year and option years, indicate the factor and methodology for applying same.
- E. If materials or other direct costs such as travel expenses are being proposed, attach a cost breakdown of these items. Certain indirect costs can be applicable to materials and other direct costs. However, profit is not allowed on any expenses except labor. If the accounting system includes material overhead or application of general and administrative expense to direct costs such as materials and travel expenses, show that in the cost breakdown and provide adequate documentation as instructed in B. above.
- F. This form can be modified to add additional labor categories and multiple pages may be used to show additional option years.

**EXHIBIT 2. COST ACCOUNTING STANDARDS NOTICES AND
CERTIFICATION****(FAR 52.230-1) (October 2015)**

Note: This notice does not apply to small businesses or foreign governments. Check here to indicate that the offeror is a ☐ small business or ☐ foreign government and does not need to complete the following certification.

This notice is in three parts; identified by Roman numerals I through III.

Offerors shall examine each part and provide the requested information in order to determine Cost Accounting Standards (CAS) requirements applicable to any resultant contract.

If the offeror is an educational institution, Part II does not apply unless the contemplated contract will be subject to full or modified CAS coverage pursuant to 48 CFR 9903-201-2(c)(5) or 9903.201-2(c)(6), respectively.

I. DISCLOSURE STATEMENT --- COST ACCOUNTING PRACTICES AND CERTIFICATION

- (a) Any contract in excess of \$750,000 resulting from this solicitation will be subject to the requirements of the Cost Accounting Standards Board (48 CFR Chapter 99) except for those contracts which are exempt as specified in 48 CFR 9903.201-1.
- (b) Any offeror submitting a proposal which, if accepted, will result in a contract subject to the requirements of 48 CFR Chapter 99 must, as a condition of contracting, submit a Disclosure Statement as required by 48 CFR 9903.202. When required, the Disclosure Statement must be submitted as a part of the offeror's proposal under this solicitation unless the offeror has already submitted a Disclosure Statement disclosing the practices used in connection with the pricing of this proposal. If an applicable Disclosure statement has already been submitted, the offeror may satisfy the requirement for submission by providing the information requested in paragraph (c) of Part I of this provision.

CAUTION: In the absence of specific regulations or agreements, a practice disclosed in a Disclosure Statement shall not, by virtue of such disclosure, be deemed to be a proper, approved, or agreed-to practice for pricing proposals or accumulating and report contract performance cost data.

- (c) Check the appropriate box below:

☐ (1) *Certificate of Concurrent Submission of Disclosure Statement.*

The offeror hereby certifies that, as a part of the offer, copies of the Disclosure Statement have been submitted as follows: (i) original and one copy to the cognizant Administrative Contracting Officer (ACO) or cognizant Federal agency official authorized to act in that capacity (Federal official), as applicable, and (ii) one copy to the cognizant Federal auditor.

(Disclosure must be on Form No. CASB DS-1 or CASB DS-2, as applicable. Forms may be obtained from the cognizant ACO or Federal official and/or from the loose-leaf version of the Federal Acquisition Regulation.)

Date of Disclosure Statement: _____

Name and Address of Cognizant ACO or Federal Official Where Filed:

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

☐ (2) *Certificate of Previously Submitted Disclosure Statement*

The offeror hereby certifies that the required Disclosure Statement was filed as follows:

Date of Disclosure Statement: _____

Name and Address of Cognizant ACO or Federal Official Where Filed:

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

☐ (3) *Certificate of Monetary Exemption*

The offeror hereby certifies that the offeror together with all divisions, subsidiaries, and affiliates under common control, did not receive net awards of negotiated prime contracts and subcontracts subject to CAS totaling \$50 million or more in the cost accounting period immediately preceding the period in which this proposal was submitted. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise WRPS immediately.

☐ (4) *Certification of Interim Exemption*

The offeror hereby certifies that (i) the offeror first exceeded the monetary exemption for disclosure, as defined in (3) of this subsection, in the cost accounting period immediately preceding the period in which this offer was submitted and (ii) in accordance with 48 CFR 9903.202-1, the offeror is not yet required to submit a Disclosure Statement. The offeror further certifies that if an award resulting from this proposal has not been made within 90 days after the end of that period, the offeror will immediately submit a revised certificate to WRPS, in the form specified under subparagraph (c)(1) or (c)(2) of Part I of this provision, as appropriate, to verify submission of a completed Disclosure Statement.

CAUTION: Offerors currently required to disclose because they were awarded a CAS-covered prime contract or subcontract of \$50 million or more in the current cost account period may not claim this exemption (4). Further, the exemption applies only in connection with proposals submitted before expiration of the 90-day period following the cost accounting period in which the monetary exemption was exceeded.

II. COST ACCOUNTING STANDARDS --- ELIGIBILITY FOR MODIFIED CONTRACT COVERAGE

If the offeror is eligible to use the modified provisions of 48 CFR 9903.201-2(b) and elects to do so, the offeror shall indicate by checking the box below. Checking the box below shall mean that the resultant contract is

subject to the Disclosure and Consistency of Cost Accounting Practices clause in lieu of the Cost Accounting Standards clause.

- ☐ The offeror hereby claims an exemption from the Cost Accounting Standards clause under the provisions of 48 CFR 9903.201-2(b) and certifies that the offeror is eligible for use of the Disclosure and Consistency of Cost Accounting Practices clause because during the cost accounting period immediately preceding the period in which this proposal was submitted, the offeror received less than \$50 million in awards of CAS-covered prime contracts and subcontracts. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise WRPS immediately.

CAUTION: An offeror may not claim the above eligibility for modified contract coverage if this proposal is expect to result in the award of a CAS-covered contract of \$50 million or more or if, during its current cost accounting period, the offeror has been awarded a single CAS-covered prime contract or subcontract of \$50 million or more.

III. ADDITIONAL COST ACCOUNTING STANDARDS APPLICABLE TO EXISTING CONTRACTS

The offeror shall indicate below whether award of the contemplated contract should, in accordance with subparagraph (a)(3) of the Cost Accounting Standards clause, require a change in established cost accounting practices affecting existing contracts and subcontracts.

☐ YES ☐ NO

Note: If the offeror is an educational institution under the transition provisions of 48 CFR 9903.202-1 (f), contact WRPS for the appropriate alternate certification.

SIGNATURE/CERTIFICATION

By signing below, the bidder/offeror certifies, under penalty of law, that the above certification is accurate, current and complete. The bidder/offeror further certifies that it will notify WRPS of any changes to these certifications. The certifications made by the bidder/offeror, as contained herein, concern matters within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent representation or certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

Signature of Bidder/Offeror Responsible for Bid/Offer

Date

Typed Name of Person Responsible for the Bid/Offer

Title of Person Responsible for the Bid/Offer

Name of Organization

Street

City

State

Zip

**EXHIBIT 3. ORGANIZATIONAL CONFLICT OF INTEREST
CERTIFICATION AND DISCLOSURE**

Rev. 3

6/22/16

Organizational conflict of interest means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government or WRPS, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

It is WRPS's policy to avoid situations, which place an Offeror in a position wherein it may not be able to compete on an equal basis for WRPS-controlled work with other qualified Offerors. This representation, and the information disclosed thereby, will serve to advise WRPS whether or not an Offeror's judgment may be biased because of any past, present, or currently planned interest, financial or otherwise, the Offeror may have or appear to have which relates to the work to be performed under a subcontract which may result from this solicitation, thus providing the Offeror an unfair competitive advantage over others. The term "Offeror" herein means the proposing entity or any of its affiliates or proposed consultants or subcontractors of any tier. Therefore:

Offeror shall provide WRPS a statement which describes in a concise manner, all relevant facts concerning any past, present, or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work described in the statement of work of this solicitation. Offeror may also provide relevant facts that show how its organizational structure and/or management systems limit its knowledge of affiliates or other divisions or sections of the proposing entity and how that structure or system would avoid or mitigate an organizational conflict of interest.

Offeror shall assure that any consultants and/or subcontractors identified in its proposal which will perform part or all of any resulting subcontract submit the same information as required above, either as part of the Offeror's proposal or directly to WRPS, prior to the time and date set forth for the receipt of proposals, including identification of the solicitation number and the (Offeror's) proposal to which it relates.

Offeror shall assure that each of its chief officers or directors, if any, who will be directly involved in the actual performance of the subcontract, submit such information.

Offeror shall promptly provide to WRPS information concerning any changes, including additions, in its relevant facts reported, that occur between the time of submission of its proposal and the award of a subcontract or the time the Offeror is notified that it is no longer being considered for an award.

WRPS will review the information submitted and may require additional relevant information or certifications from the Offeror. All such information, and any other relevant information known to WRPS, will be used to determine whether an award to the Offeror may create an organizational conflict of interest with respect to the Offeror's (1) bias caused by financial, contractual,

organizational, or other interests which relate to the work to be performed under the subcontract, resulting in Offeror being unable to render impartial, technically sound, and objective assistance or advice, or (2) obtaining an unfair competitive advantage over other parties. If WRPS determines a conflict exists which would require some action to mitigate an actual or potential conflict of interest that would otherwise represent an unacceptable risk to WRPS, it may, at its sole discretion: (1) impose appropriate terms or conditions necessary to avoid or mitigate the conflict, (2) disqualify the offer, or (3) proceed with an award despite the conflict.

Offeror refusal to submit the representation and/or to provide the disclosure or any additional information requested by WRPS may result in disqualification of the Offeror for an award. Misrepresentation of material facts or other reported information may also result in disqualification. If any such misrepresentation is discovered following award, WRPS may terminate the contract for default or seek other remedies including actions pursuant to 18 U.S.C. 1001.

Depending on the nature of the subcontract activities, Offeror may, because of the existence of possible organizational conflicts of interest, propose to exclude specific kinds of work from the statement of work contained in the original solicitation, unless the solicitation specifically prohibits such exclusion. Any proposed exclusion may be considered by WRPS in the evaluation of proposals, but may ultimately determine the proposal to be unacceptable.

No work shall be performed, and WRPS will not authorize work to begin, until representations and disclosure information has been evaluated. WRPS may also, at its option, permit missing representations or disclosure information to be provided by an Offeror at any time during the pre-award process.

In lieu of or in addition to the above and/or when requested by WRPS, Offeror shall provide a certification similar to the following, altered only to reflect the relevant facts:

CONFLICT OF INTEREST DISCLOSURE STATEMENT

I hereby certify that, to the best of my knowledge and belief, no facts exist relevant to any past, present, or currently planned interest or activity (financial, contractual, personal, organizational, or otherwise) that relate to the proposed work; and bear on whether I and the Offeror have a possible conflict of interest with respect to being able to render impartial, technically sound, and objective assistance or advice, or being given unfair competitive advantage.

Authorized Offeror Representative

Date

EXHIBIT 4. PAST PERFORMANCE

Rev. 0

1/1/03

Please type or print at least two (2) and as many as five (5) references to recently completed or substantially complete contracts with requirements similar to those described within this solicitation.

| CLIENT NAME CONTACT NAME TELEPHONE NO. | CONTRACT NO. CONTRACT DATE | START DATE END DATE CONTRACT VALUE | CONTRACT TERMINATED? (Y/N) <i>Explain in attachment</i> |
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|---|-----------------|
| NAME AND ADDRESS OF OFFEROR | NAME OF SIGNER |
| | TITLE OF SIGNER |
| | DATE |
| OFFEROR <i>(Signature of person authorized to sign)</i> | |

EXHIBIT 5. PROPOSED LOWER-TIER SUBCONTRACTORS

Rev. 2

8/22/2016

Please type or print the names and contact information for all of the lower-tier subcontractors. Use additional sheets if necessary.

| LOWER-TIER SUBCONTRACTOR/SUPPLIER | | DESCRIPTION OF SERVICES TO BE PROVIDED | **APPROXIMATE AWARD AMOUNT |
|---|--|--|----------------------------|
| CONTACT NAME | | | |
| TELEPHONE NO. | | | |
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| NAME AND ADDRESS OF OFFEROR | | NAME OF SIGNER | |
| | | TITLE OF SIGNER | |
| OFFEROR (<i>Signature of person authorized to sign</i>) | | DATE | |

**** APPROXIMATELY _____% OF TOTAL SUBCONTRACTED AMOUNT TO BE PERFORMED BY LOWER-TIER SUBCONTRACTOR. PERCENTAGE OF LOWER-TIER SUBCONTRACTED WORK SHALL NOT EXCEED 70% OF TOTAL SUBCONTRACT AMOUNT. SUBCONTRACTOR'S ARE REQUIRED TO NOTIFY PROCUREMENT SPECIALIST WHENEVER % OF LOWER-TIER WORK IS ANTICIPATED OR REACHES 70%.**

EXHIBIT 6. AGREEMENT EXCEPTIONS

NOTICE: Any exceptions to the proposed subcontract terms and conditions must be indicated below. Washington River Protection Solutions, however, reserves the right to disqualify offers which deviate from the Solicitation. If the offeror has no exceptions, please write "None" below.

| | |
|---|-----------------|
| NAME AND ADDRESS OF OFFEROR | NAME OF SIGNER |
| | TITLE OF SIGNER |
| OFFEROR <i>(Signature of person authorized to sign)</i> | DATE |